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INTERNAL
USE ONLY

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SECRET

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

OLC # 78-2493/1

FROM:

EXTENSION

NO.

Acting Deputy Legislative Counsel

DATE

7 JUL 1978

Executive Registry

78-2004

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Executive Secretary
7E-12 Hqs

2.

3.

4.

5.

6.

7.

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12.

13.

14.

15.

Dear Ben:

Our contact at GAO sent the attached internal memorandum to us this week. Please note that all correspondence is addressed to the Director. That which relates to routine contacts with us is sent to the attention of OLC, as shown on the memorandum. When they want the Director to focus on a matter, that attention line will be omitted. I thought this might be helpful to your people in gaining a better understanding of GAO's procedures.

STAT

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Thanks.

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